***Hellgate High School – Capstone Committee***

**Monthly Meeting**

**Wednesday, January 7, 2015, 2014, 3-4pm**

**Location: Library**

**Guiding Question**

How does our work meet District goals and model 21st Century education?

**Long Term Target:**

This leadership team will review, discuss, and revise the current capstone requirements to meet the student and staff needs and to ensure alignment with the 21st Century Model of Education.

**Agenda & Meeting Minutes**

Facilitator: Courtney Note taker: Lisa Hendrix

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| **Topic** | ‡**Notes** |
| Meeting Roles: | Determine a chair, timekeeper & note taker for this team:  Nancy H. volunteered as time keeper, Lisa H. will be the note taker  Deb H. proposed for Courtney and Facilitator, he accepts, however wants the committee to recognize he has a bias that he wants to share. (1) A decision made at some point, not making decisions is also making a decision. (2) Fundamental issue to decide: How does the capstone project have accountability for students? We need to make a decision pretty soon or else next year will continue to roll into this indecisiveness.  Two teachers agree that teeth are the biggest challenge, but also feel we need to hear from the ERDs and School Board to proceed. Something solid to make these decision |
| Letter to ERD | Debbie Hendricks & Rhian Clark provided a draft letter to the ERDs. Lisa provided additional information that HDS shared that there has been conversation that a change in graduation requirement might be phased in with the start of a Freshman class. The committee discusses “in the meantime” What does the “teeth” look like at HHS. Do “we” the committee make that decision or the whole staff. Parent suggest that HHS continue with the requirement with accountability being part of the grade by a variety classes. She talked to BSHS & SHS, she felt that it just won’t happen if HHS doesn’t require it as part of their course work. In a conversation with a SHS staff member suggested that they have approximately 10-12 students working on a project through Hughes Tutoring. The presentations do not have any grading. BSHS continues with the grading through English/Gov’t. Advisors are distributed equally. It includes a community service component. Teacher adds that she didn’t think the Government included it in their course grades.  Chair: proposes conversation on Teachers proposal to wait from answers from ERDs and School Board (SB) before proceeding.  Parent ask for clarification, are we asking for permission, and what if they say no to a graduation requirements.  Chair proposes to have long-term plan and short-term plan.  Group agrees |
| Short-Term Proposal | Chair: not sure that we have the authority as a committee to make this decision. He proposes that it needs to be a whole-staff decision.  Teacher shares that she also felt it would be best to have a staff consensus.  Parent clarified: did we have a faculty vote. Teachers explained there were several options proposed and it ended in a split decision, so it was decided to have a committee to discuss the options and return to the staff.  Teacher: one proposal is better and committee should require a super majority (66%). If it does not pass then we come back to the table and try to come up with something else.  Parent: So we need to come up with a proposal  Teacher: another action option is to come up with multiple, specific options, and then let staff vote with their feet and select.  Parent: as a committee, we want to move forward, what options are there?  Teacher: the list proposed by the “accountability sub-committee “ (see last month’s minutes) is too long  Parent: proposes to take off the list option 3  Discussion on **Option 1**: PUT IT IN CLASSES, concerns include: equity distribution of classes. Proposal should include that the committee will determine the details if the staff selects this option.  Parent Comment: Because everyone has a bias, let’s get all the Big ideas out there, because it is too hard not to get bogged down in the details.  Parent: what is the argument for staff members who want to Kill it. Chair: That argument is that some feel there are other options and the capstone project is redundant. Teacher: there were so many students that were not producing quality products, Staff felt that there was not follow through by administration.  **New Option 3**: Reward based options will be considered. Which means Capstone is not a requirement and an incentive system will be set up (example: Senior Release Study Hall.)  Several members voice concern over this option.  Discussion on **Option2**: Teacher no capstone project offering until there is a board decision. |
| Wording of Options | * + Option 1 - PUT IT IN CLASSES, concerns include: equity distribution of classes. Proposed is that the committee will determine the details if the staff selects this option.   + Option 2 - no capstone project offering until there is a board decision.   + Option 3 - Reward based options will be considered. (Capstone is not a requirement but an incentive to earn additional privilege, TBD). |
| Long-term decision | Chair: is everyone okay with the letter to determine the long-term decision? Committee said yes |
| Calendar –Tabled until next month. | Determine Presentation Details for 2015 graduates  Where:  Who attends: |
| February Agenda | 1. How to take proposals to faculty 2. Wording for proposals 3. Setting an action time-line |
| Summary of Decisions | * Create a Short-Term and Long-term Plan * Menu of Options   + Option 1 - PUT IT IN CLASSES, concerns include: equity distribution of classes. Proposed is that the committee will determine the details if the staff selects this option.   + Option 2 - no capstone project offering until there is a board decision.   + Option 3 - Reward based options will be considered. Means Capstone is not a requirement and an incentive system. * Capstone Committee will present proposals and facilitate consensus building in a March Faculty meeting. |

‡Agenda & Meeting Minutes may be posted on the district wiki and school website at the conclusion of the meeting, so be conscious of FERPA violations while taking notes.

In attendance: Nancy Larum (ESL), Linda Cordial (Special Education), Shannon Pinkston (Parent), Liz Colantuono (Parent), Brian Connelly (Science), Beth Huguet (CTE), Caroline Lurgio (English), Debbie Hendricks (World Languages), Rhian Clark (English) Sally Ann Chisholm (Parent), Courtney Christopher (Fine Arts), Charlene Young (Social Studies)

Absent: Alan Pfister (Math), Joe Slemberger (HE) (both chaperoning school trip)